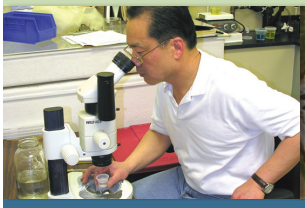
San Jose/
Santa Clara
Water Pollution
Control Plant

Tributary Tribune

www.sanjoseca.gov/esd

Winter 2011-12




In This Issue:

The **Tributary Tribune** informs the Industrial Users of the Plant's service area, which includes the cities of San José, Santa Clara, Milpitas, Cupertino Sanitary District, West Valley Sanitation District (including Campbell, Los Gatos, Monte Sereno, Saratoga), County Sanitation District No. 2-3, and Burbank Sanitary District.

Change in Flow? Let Your Inspector Know!

Significant Changes Require a New Permit

It's a good idea to keep your inspector informed of operational modifications that you are planning to make to your facility because they may be considered *Significant Changes*. Such modifications could include technology upgrades or alterations in the type or volume of work performed at your facility. The impact could be a Significant Change, currently defined in the sewer use ordinance and your discharge permit as:

1. An increase exceeding the facility's peak flow allocation;
2. An increase of 25 percent or more in a facility's average discharge volume from one self-monitoring report to the next; or
3. The addition or elimination of a process or sample point.

If a Significant Change occurs, you must report it to your inspector and submit a new permit application along with the appropriate fees. Pretreatment Program staff will review the application and issue a new permit based on your facility changes. Your new permit will be good for five years. You may obtain a permit application from your inspector or online at ***www.sanjoseca.gov/esd/wastewater/discharger-forms.asp***. Changes proposed to the definition of Significant Change are described in "Ask Your Inspector" on page 3.

Some Flow Changes Require Notification

It's also wise to keep your inspector informed about any change in your facility's flow rates because some changes trigger notification requirements.

Track your flow rates at least monthly to determine if your average daily flow has changed by 20 percent or more — either an increase or a decrease — over a 60-day period. If such a flow change is anticipated or already has occurred, notify your inspector. This is a requirement of your wastewater discharge permit.

For example, if your company is planning to add a shift, increase shift hours, or bring a previously closed line back into production, you should notify your inspector because any of these changes could result in a flow change of 20 percent or more. Notifications should be made prior to a change in flow, if possible.

Remember: *Do not hesitate to call your inspector if you anticipate a flow change. He or she will help you determine if further actions are required.*

Can You Picture It? *Update Block Flow Diagrams Annually*

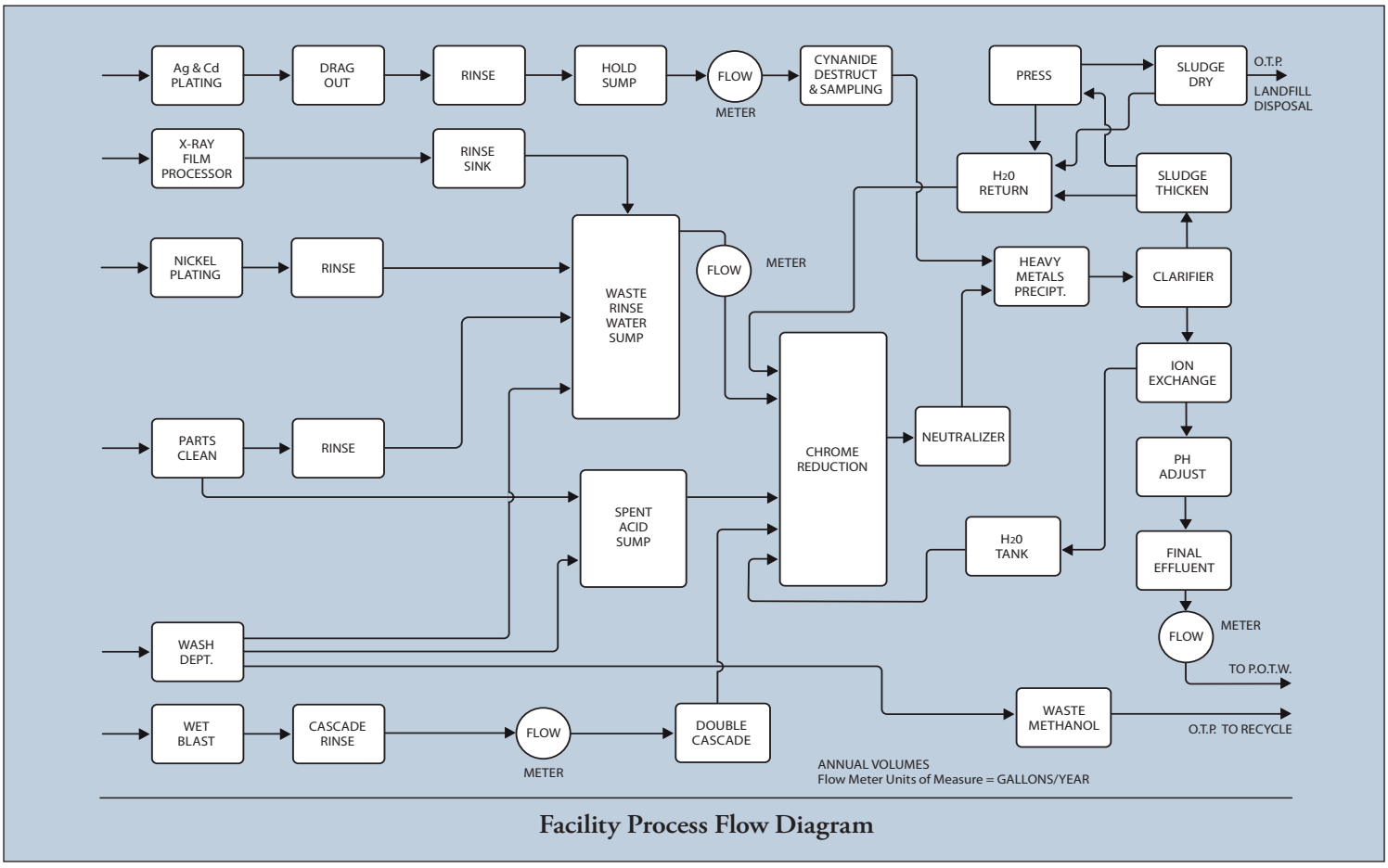
A clear, up-to-date facility block flow diagram is essential to explaining your facility processes and discharges. A block flow diagram is a visual roadmap that shows how materials, products, and water enter your facility, are processed, and exit the facility. You are responsible for submitting an updated diagram to your inspector as part of your permit requirements.

To ensure that your block flow diagram reflects current business practices, update it at least annually (more frequently if needed) and submit it with a Self Monitoring Report. If your facility is complicated or large, break up the process and use more than one sheet. Keep the diagram in a file format that easily allows for changes. Consider increasing the page size to make it readable.

Be sure to include:

- Sources of water entering the facility
- Locations of influent meters
- Water designated and discharged for sanitary purposes such as restrooms or kitchens
- Water treatment (including regeneration or reject from process)
- Water used for cooling systems and boilers, including blowdown, etc.
- All industrial processes and the water entering and exiting processes (also show processes with no water use)
- Locations of chemical additions
- Evaporation
- Water used in and shipped off site as product
- Wastewater treatment processes
- Recycled or reused water processes
- Wastewater discharging directly to the sanitary sewer
- Wastewater discharging to storage to be hauled away
- Wastewater discharging through sample points
- Locations of flow meters, pH meters, and sample points
- Connections to sanitary sewer outside the facility

Example of a Facility Process Flow Diagram



Facility Process Flow Diagram

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Watershed Workforce

Hoss Rahnema

It is our pleasure to announce that team member Hoss Rahnema will be leading the Engineering section of the Pretreatment Program team. Hoss is a San José native and a graduate of San José State University with a degree in Civil Engineering. Hoss has been with the Environmental Services Department since 2010 and previously worked in the Sustainability and Compliance Division where he provided technical support in the investigation and cleanup of environmentally impaired municipal properties. Hoss is a high energy team leader and is looking forward to working with all the industrial users served by the San Jose/Santa Clara Water Pollution Control Plant.

Ask Your Inspector

Q: Will proposed changes to the Sewer Use Ordinance affect my permit?

A: Yes. Based on recommendations from the Environmental Protection Agency, the Pretreatment Program is proposing the following revisions to the Sewer Use Ordinance in order to strengthen protection of the Bay Area watershed:

- Updating the definition of "significant change" to include:
  - For Significant Industrial Users, a decrease of 25 percent or more in annual average gallons per day (gpd) or an annual average flow below 25,000 gpd
  - For Standard Dischargers, a decrease of 25 percent or more in annual average gpd; an annual average flow greater than 25,000 gpd; or an annual average flow less than 1,000 gpd
  - For Low Flow Dischargers, a daily flow greater than 1,000 gpd
- Defining a "Zero Discharger Categorical Industrial User" as a facility that performs a categorical process per 40 CFR and is connected to the sanitary sewer, but does not discharge categorical process wastewater to the sanitary sewer
- Clarifying the definition of "diluting waters" to prevent wastewater dilution
- Allowing stormwater discharges to the sanitary sewer system with special approval

The San José City Council will consider the revised ordinance in February 2012. For more information, please contact Stephen Lowes, Environmental Engineer, at **(408) 793-4396.**

Do you have a question? Submit it for future publication consideration to ***tributary.tribune@sanjoseca.gov***.

Did You Know?

Balancing the Ins & Outs

Did you know that the wastewater discharge estimates in your permit must be within 10 percent of your facility's actual water use?

Pretreatment Program staff create a "flow balance" for each facility using monitoring and inspection data and current permit data. Having accurate data in your permit is critical to determining flow balance and should include:

- Current plumbing layout of the facility
- Updated block flow diagram (see article on page 2)
- Flows from non-processed wastewater
- Flows associated with evaporation or trucked waste
- Seasonal discharge variations and non-discharged waste streams

Program staff compare each facility's wastewater discharge estimates with their water billing records. If the water use and discharge figures do not match plus or minus 10 percent, then the discharge estimates will need to be refined and reviewed with your inspector.

TributaryTribune

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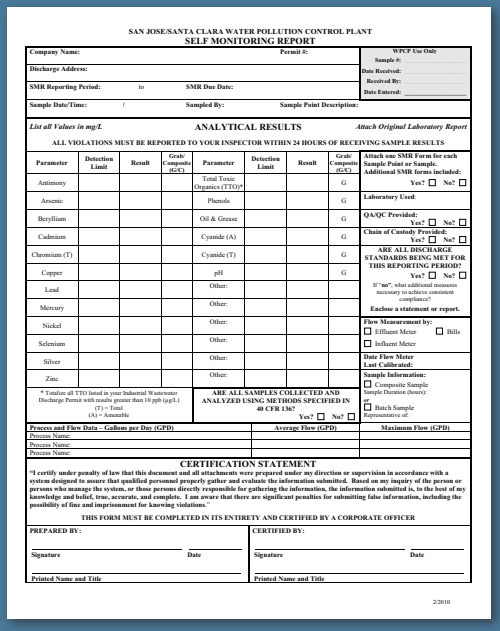
Completing your Self Monitoring Reports is getting easier!



SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT
SELF MONITORING REPORT

Company Name: Permit #:
Discharge Address:
SMR Reporting Period: to SMR Due Date:
Sample Date/Time: / Sampled By: Sample Point Description:

WPCP Use Only
Sample #:
Date Received:
Received By:
Date Entered:

List all Values in mg/L — ANALYTICAL RESULTS — *Attach Original Laboratory Report*

ALL VIOLATIONS MUST BE REPORTED TO YOUR INSPECTOR WITHIN 24 HOURS OF RECEIVING SAMPLE RESULTS

Parameter	Detection Limit	Result	Grab/ Composite (G/C)	Parameter	Detection Limit	Result	Grab/ Composite (G/C)
Antimony				Total Toxic Organics (TTO)*			G
Arsenic				Phenols			G
Beryllium				Oil & Grease			G
Cadmium				Cyanide (A)			G
Chromium (T)				Cyanide (T)			G
Copper				pH			G
Lead				Other:			
Mercury				Other:			
Nickel				Other:			
Selenium				Other:			
Silver				Other:			
Zinc				Other:			

Attach one SMR Form for each Sample Point or Sample. Additional SMR forms included: Yes? ☐ No? ☐
Laboratory Used:
QA/QC Provided: Yes? ☐ No? ☐
Chain of Custody Provided: Yes? ☐ No? ☐
ARE ALL DISCHARGE STANDARDS BEING MET FOR THIS REPORTING PERIOD? Yes? ☐ No? ☐
If "no", what additional measures necessary to achieve consistent compliance?
Enclose a statement or report.
Flow Measurement by: ☐ Effluent Meter ☐ Bills ☐ Influent Meter
Date Flow Meter Last Calibrated:
Sample Information: ☐ Composite Sample Sample Duration (hours): or, ☐ Batch Sample Representative of:

* Totalize all TTO listed in your Industrial Wastewater Discharge Permit with results greater than 10 ppb (µg/L)
(T) = Total
(A) = Amenable

ARE ALL SAMPLES COLLECTED AND ANALYZED USING METHODS SPECIFIED IN 40 CFR 136? Yes? ☐ No? ☐

Process and Flow Data – Gallons per Day (GPD)	Average Flow (GPD)	Maximum Flow (GPD)
Process Name:		
Process Name:		
Process Name:		

CERTIFICATION STATEMENT

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND CERTIFIED BY A CORPORATE OFFICER

PREPARED BY: Signature Date Printed Name and Title

CERTIFIED BY: Signature Date Printed Name and Title

2/2010

The Self Monitoring Report (SMR) is now an electronic form that you can easily fill out on your computer. After completing, just print, sign, and submit it to your inspector. This approach enables you to retain a digital copy for your own records.

How to download the form:

- Go to ***www.sanjoseca.gov/esd/wastewater***
- Scroll to the "Pretreatment Program for Businesses" section
- Select the Forms & Permits option
- Click on the Self Monitoring Report form and follow the instructions on how to complete the form

If you prefer, you may print a hardcopy of the form, fill it out by hand, and submit it to your inspector.

As always, ask your Environmental Inspector if you have any questions about the SMR form.

In accordance with the Americans with Disabilities Act, City of San José Environmental Services Department materials can be made available upon request in alternative formats, such as Braille, large print, audio-tape or computer disk. Requests may be made by calling (408) 945-3000 (Voice) or (800) 735-2929 (CRS).

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